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**TOWN OF HARRISON  
VILLAGE OF HARRISON**  
ALFRED F. SULLA, JR. MUNICIPAL BUILDING  
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**DATE:** November 7, 2016

**TO:** Ron Belmont, Supervisor/Mayor  
Town Board Members

**FROM:** Debra Scocchera, Personnel/Benefits Manager

**cc:** Maureen MacKenzie, Comptroller

**SUBJECT:** **Sterling Benefits – Flex Plan Administration Renewal**

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Please accept this memorandum as a formal request to approve the attached 2017 Sterling Benefits-FSA Renewal. Sterling administers the employee Flexible Spending Plan.

If you have any questions please do not hesitate to contact me.

I appreciate your consideration in this matter.

Thank you.